

Cambridge College

CMP 230 Information Literacy

Veronica J. Harris M.ED

**Course Description:**

Information Literacy is a necessary skill for life-long learning and one’s career development or advancement. Information Literacy is the ability to analyze problems, research and select relevant information and when appropriate, publish it in print or electronic formats. This course provides students with the necessary knowledge, skills and abilities to apply principles of information literacy to their academic and professional lives. This course uses a problem-centered approach to develop the competencies of information literacy. Each student will select a problem or issue she or he will explore throughout the course. The final project for the course will include a presentation of the project in an electronic format.

**Prerequisites:**

Familiarity with Microsoft Office Computer applications and familiarity with Windows

**Learning Outcomes:**

* Students will work collaboratively in small groups, utilizing the Internet and

And email to support collaborative group work.

* Students will utilize Boolean, hierarchical and associative search engines to

identify and retrieve information relative to a specific problem or issue

* Students will evaluate the credibility of information retrieved from electronic

Resources

* Students will utilize WEB 2.0 tools for collaboration, learning, publishing news groups, file transfers and presentation learning and publishing
* Students will demonstrate an understanding of the basic components of

information literacy

**Assessment Strategies:**

Weekly Group PowerPoint Presentation 15 Points/ 5 Points ea.

Email to instructor 5 Points

Email & uploading projects to class wiki 5 Points

Reaction/ Reflection Papers/Discussion 20 Points

Develop a research Project & publish it using WEB 2.0 Tools 40 Points

Class/Wiki Discussion Participation 15 Points

Assignments:

1. Students will be assigned PowerPoint presentations based on Research tools. Slide shows will be presented to the class.
2. Students will be assigned readings and follow – up activities
3. Email assignments to instructor Veronica Harris at [veronica.harris@go.cambridgecollege.edu](mailto:veronica.harris@go.cambridgecollege.edu)
4. Upload and post projects to WEB 2.0 Tools
5. Students will read two articles in their field of study and discuss that article in a 1-2 page paper; post that paper to class wiki; react to two postings using collaborative WEB spaces
6. Evaluate two web sites related to final project and present to class
7. Develop a research project ***pertaining to your particular field of study*** and publish it using WEB 2.0 Tools

**Instructional Strategies:**

Lectures, demonstrations, hands-on activities, email communication and open seminar format.

**Materials:** Required Text & USB Flash Drive, Minimum 4GB

**Bibliography:**

Ackermann. Ernest, Hartman. Karen: **Searching and Researching on the Internet and the World Wide Web 5th Edition,** Franklin, Beedle and Associates

Purchase Information:

URL: [www.Fbeedle.com](http://www.Fbeedle.com)

ISBN Number: 978-1-59028-242-7

Phone: 1.800.322.2665

**Cambridge College Library Resources**:

**What are the Cambridge College library resources**?

**Cambridge College Online Library** **(CCOL**) provides an extensive collection of full-text articles from thousands of scholarly journals and 42,000+ full-text books, live reference librarian support 24 hours every day, and instruction and resources for doing research in all of our subject areas. It’s free and always available. For information and instructions about Cambridge College library services and resources:

* go to <http://www.cambridgecollege.edu/library/index.cfm>
* click the link *How to Use CCOL Instructions:* [*http://www.cambridgecollege.edu/library/instructions.cfm*](http://www.cambridgecollege.edu/library/instructions.cfm)

**Accommodations/Disability**

Students with Disabilities:

Any student who feels s/he may need an accommodation based on the impact of educational, psychological, and/or physical disabilities may be eligible for accommodations that provide equal access to educational programs at Cambridge College.  Students should notify the instructor immediately, and should contact Dr. Barbara Fienman in Disability Support Services as soon as possible at (617) 873-0120 or barbara.fienman@cambridgecollege.edu.   In compliance with Cambridge College policies and equal access laws, Dr. Fienman coordinates reasonable accommodations for students with documented disabilities.  Requests for accommodations must be made within the first week of the term (except in unusual circumstances) so that timely and appropriate arrangements can be made.  All students are expected to fulfill essential course requirements in order to receive a passing grade in a class, with or without reasonable accommodations.  Accommodations cannot be granted retroactively.

Students attending classes outside of Massachusetts should contact the Regional Center Director for information on accommodations.

Academic Integrity

Students are expected to maintain integrity in all academic work. They will not attempt to get grades by any means other than honest academic effort. All work must be completed

by individual students except for group projects. It is not permissible to hand in the same work for different courses.

Plagiarism is the use of another’s work, thoughts, or language without giving credit. Cambridge College students will not summarize, copy, or use the work of another person or source without proper acknowledgement. Plagiarism is dishonest and a serious academic offense.

Any breach of academic integrity is grounds for a grade of “No Credit” in academic courses and/or dismissal from the College.

# **Weekly Plan and Assignments**

**Class Times 8:30 – 5:30**

**Intensive Week 1/February 5**

8:30 – 10:15

Introduction to Course/Housekeeping

Survey, Expectations

Review Syllabi

Intro to Information Literacy (What does it mean)?

Information Literacy Standards (Where do we fit in, what does it look like)?

10:15 – 10:30 BREAK

10:30 – 12:00

Using the World Wide Web as an Information Resource

Information Sources

Browser Essentials/Navigation

Using the Web for Research/Choosing the Best Tool

Overview: Search Engines, Directories, Web 2.0

12:00 – 12:30 LUNCH

12:30 – 2:00

Managing and Citing Information/Social Bookmarking

Copyright Issues

Fair Use or Not???

<http://www.lib.byu.edu/departs/copyright/tutorial/module1/page11.htm>

2:00 3:15

Researcher’s Toolkit

Overview: Directories, Subject Guides, Google Books, Google Scholar

Research Skills & Tools

Evaluating Information

Group Activity/Present Evaluated Sites

3:15 – 3:30 BREAK

3:30 – 5:00

Overview of PowerPoint & PowerPoint Presentations & Glogster

**Intensive Week 1/February 6**

8:30 – 10:00

Final Project Discussion/Requirements/Demonstrations

Present Intro PowerPoint

Saving Conventions/Creating Folders on Storage Devices

10:00 – 10:15 BREAK

10:30 – 12:00

Search Strategies/Search Engines

Boolean Operators/Common Search Strategies

12:00 – 12:30 LUNCH

12:30 – 3:00

Specialized Databases

Directories

Virtual Libraries

Research Activity & Presentation

3:00 – 3:15 BREAK

3:15 – 5:00

Privacy & Ethics

Introduction to WikiSpaces

**Assignments: All assignments must be posted to class wiki**

**Articles - Due *dates: February 12, February 19***

Read two articles in your field or in a topic of interest that you may research. Write a reflection/reaction paper for each one. Post that page to Class Wiki. Respond to two classmates’ posting. Join the discussion.

**Final Project Outline - *Due February 19***

Outline providing topic & subtopics relating to final research topic idea

**PowerPoint Presentations - *Due March 5*** (*In class and home assignments*)

Research assigned electronic tools; create a PowerPoint presentation based on your research. Post to class Wiki; Be prepared to share

**Text Book Activities - *Due March 6***

**Complete Chapter readings and assigned Chapter activities**

**Intensive Week 2/March 5**

8:30 -10:00

Presentations

NewsGroups

Blogs, Microblogs, E-Zines,

FTP Archives

Keeping Current

Multimedia

10:00 – 10:15 BREAK

10:15 – 12:30

Privacy and Security on the Net

Document Sharing

Social Networking

12:30 - 1:00 LUNCH

1:00 – 2:00

Developing an Electronic Publication: *WikiSpaces*

2:00 – 2:15 BREAK

2:15 - 5:00

Project Workshop

**Intensive Week 2/March 6**

8:30 – 11:00

Clean up and finalize project

11:00 – 11:15 BREAK

11:15 – 5:00 Present Final Projects

**Additional Work on Final Projects to be completed and submitted for grading by March 26**

**Assignments:**

Research a topic of interest and develop a research – based electronic publication using WikiSpaces.Final presentations will be delivered in a twenty – minute period.

**PowerPoint Presentations**

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| Due Week of 2.5.11  Introductory Presentation | Due Week of 2.5.11  Altavista.com  Lycos.com  Google.com  Ask.com  yahoo.com  gigablast.com  Excite.com  Bing.com |
| Due Week of 2.5.11  Clusty.com  Dogpile.com  Metacrawler.com  Surfwax.com  Vivisimo.com  Ixquick.com  Proteus: <http://thrall.org/proteus.html>  Search.com  Hotbot.com  Mamma.com  Fazzle.com  Izito.com  Alltheweb.com | Due Week of 3.5.11    Hoovers - http://hoovers.com/free/  PubMed: http://www.ncbi.nlm.nih.gov/pubmed/  Medline: http://www.nlm.nih.gov/  [**http://www.ncbi.nlm.nih.gov/PubMed**](http://www.ncbi.nlm.nih.gov/PubMed)  Libraryspot: http://libraryspot.com/  Findlaw : <http://www.findlaw.com/CaseCode/supreme.html>  W3.nexis.com/sources  Bartleby.com/reference |
| Due Week of 3.5.11  Library of Congress: loc.gov  Academicinfo.net  Ipl2.org  Intute.ac.uk/  Digital – librarian.com  Factmonster.com  Infoplease: <http://www.infoplease.com/>  Virtuallrc.com  Thinkquest.org/library  Kids.gov  Vlib.org  Thrall.org | Due week of 3.511  Infomine.ucr.edu  Google Directory: <http://www.google.com/dirhp>  Yahoo Directory: dir.**yahoo**.com/  Open Directory Project:  Dmoz.org  Yahoo!Kids <http://kids.yahoo.com>  Newsdirectory.com  Switchboard.com  Anywho.com  Global Edge globaledge.msu.edu |